

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The internet address for GSA Advantage! is: www.gsaadvantage.gov.

MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

FSC Group 874-1, 874-2, 874-4, 874-6 and 874-7

CONTRACT NUMBER: GS-02F-0067Y

Period Covered by Contract:
January 26, 2012 through January 25, 2017



LinQuest Corporation

5140 W. Goldleaf Circle Dr. Ste. 400
Los Angeles, CA 90056
T: (323) 924-1600
F: (323) 924-1601
www.linquest.com

General Services Administration

Supplement through **Award**, dated **January 26, 2012.**

Business Size: Large Business

DUNS Number: 140389763

CUSTOMER INFORMATION

- 1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded price:

SIN	Description	Applicability
874-1	Consulting	All Proposed Labor Categories
874-2	Facilitation Services	All Proposed Labor Categories
874-4	Training	All Proposed Labor Categories
874-6	Acquisition Management Support	All Proposed Labor Categories
874-7	Program Management Services	All Proposed Labor Categories

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

Refer to page 21 for awarded GSA Schedule Contract pricelist.

- 1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

Refer to page 7 for Labor Category Descriptions and qualifications.

2. Maximum order: **\$1,000,000.**
3. Minimum order: **\$100.**
4. Geographic coverage (delivery area): **FOB Domestic.**
5. Point of production (city, county, and State or foreign country): **Not Applicable.**
6. Discount from list prices or statement of net price:

Non Standard Discount Range: 1-39%.

Prices shown may be discounted up to 39% depending upon location of work performed.

7. Quantity discounts:
An additional 1% off for all orders at or above \$1,000,000.
8. Prompt payment terms: **0% Net 30 days.**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

Government purchase cards will be accepted for orders at or below the micro-purchase threshold.

- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.

LinQuest Corporation will also consider accepting Government purchase cards for orders above the micro-purchase threshold.

10. Foreign items (list items by country of origin): **None.**
- 11a. Time of delivery:

Negotiated between Contractor and Ordering Activity.

- 11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery:

Expedited Delivery is negotiated between the Contractor and Ordering Activity at the expense of the Ordering Activity.

- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

Overnight and 2-day delivery is negotiated between the Contractor and Ordering Activity at the expense of the Ordering Activity.

- 11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to affect a faster delivery.

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. point: **Destination.**

13a. Ordering address:

**LinQuest Corporation
5140 W. Goldleaf Circle Dr. Ste. 400
Los Angeles, CA 90056
T: (323) 924-1600
F: (323) 924-1601
Attention: Londa Phillips, Deputy Director of Contracts
londa.phillips@linquest.com**

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address:

**Cynthia Jordan
Comerica Los Angeles Airport Office
2321 Rosecrans Avenue
El Segundo, CA 90245
800-888-3593
chijordan@comerica.com**

15. Warranty provision: **Not Applicable.**

16. Export packing charges: **Not Applicable.**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).

Government purchase cards are accepted for orders below the micro-purchase threshold. LinQuest Corporation will also consider accepting Government purchase cards for orders above the micro-purchase threshold.

18. Terms and conditions of rental, maintenance, and repair: **Not Applicable.**

19. Terms and conditions of installation: **Not Applicable.**

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: **Not Applicable.**

20a. Terms and conditions for any other services: **Not Applicable.**

21. List of service and distribution points: **Not Applicable.**

22. List of participating dealers: **Not Applicable.**

23. Preventive maintenance: **Not Applicable.**
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **Not Applicable.**
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/.

Not Applicable.

25. Data Universal Number System (DUNS) number: **140389763.**
26. Notification regarding registration in Central Contractor Registration (CCR) database.

Contractor is registered in CCR. CAGE Code 3MZU6.

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LinQuest Corporation LABOR CATEGORY DESCRIPTIONS

Engineer

Education: B.S. in engineering or other technical field

General Experience: This position requires a minimum of three years of experience performing systems engineering evaluations, analyses, processes or other technical activities. No experience is required for individuals with an engineering or technical Master's Degree.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Provides engineering domain expertise to systems engineering processes and products in the concept development, acquisition, activation, test and evaluation, and sustainment phases of assigned program(s)/system(s). Provides engineering expertise and evaluation of system solutions or alternatives. Applies diversified knowledge of engineering/technical principles and analytical techniques for the purpose of developing new or improved solutions. Performs system level analysis and relates performance of system components to performance of the system.

Senior Engineer

Education: B.S. in engineering or other technical field

General Experience: This position requires a minimum of eight years of experience performing systems engineering evaluations, analyses, processes or other technical activities. Five years of experience is required for individuals with an engineering or technical Master's Degree. No experience is required for individuals who have earned a P.H.D. in engineering or other technical field.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Provides engineering domain expertise to systems engineering processes and products in the concept development, acquisition, activation, test and evaluation, and sustainment phases of assigned program(s)/system(s). Provides engineering expertise and evaluation of system solutions or alternatives. Applies diversified knowledge of engineering/technical principles and analytical techniques for the purpose of developing new or improved solutions. Performs system level analysis and relates performance of system components to performance of the system. Applies creativity and judgment in solving and analyzing complex problems, and an understanding program objectives and requirements. Manages assigned project(s) to include the technical direction of other personnel.

Principal Engineer

Education: B.S. in engineering or other technical field

General Experience: This position requires a minimum of thirteen years of experience performing systems engineering evaluations, analyses, processes or other technical activities. Ten years of experience is required for individuals with an engineering or

technical Master's Degree. Six years of experience is required for individuals who have earned a P.H.D. in engineering or other technical field.

Specialized Experience: This position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Provides engineering domain expertise to systems engineering processes and products in the concept development, acquisition, activation, test and evaluation, and sustainment phases of assigned program(s)/system(s). Leads complex projects involving multiple engineering/technical disciplines including the technical direction of other personnel and the setting of project standards. Works autonomously with customers. Defines and scopes technical/engineering projects. Mentors junior engineers.

Corporate Engineer

Education: B.S. in engineering or other technical field

General Experience: This position requires a minimum of eighteen years of experience performing systems engineering evaluations, analyses, processes or other technical activities. Fifteen years of experience is required for individuals with an engineering or technical Master's Degree. Eleven years of experience is required for individuals who have earned a P.H.D. in engineering or other technical field.

Specialized Experience: This position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity. Recognized expert in area of technical specialty.

Duties: Provides engineering domain expertise to systems engineering processes and products in the concept development, acquisition, activation, test and evaluation, and sustainment phases of assigned program(s)/system(s). Manages assigned projects and programs. Evaluate unusual and complex engineering/technical problems. Manages assigned projects and programs. Leads complex projects involving not only multiple engineering/technical disciplines but also multiple constituencies (multiple Government organizations or multiple contractors) including the technical direction of other personnel and the setting of project standards.

Associate Operations Specialist

Education: High School, Specialized training on systems of similar technology and complexity.

General Experience: This position requires a minimum of five years of experience supporting operations of similar systems. Three years of experience is required for individuals with an Associate's Degree in an engineering or related technical field. No experience is required of individuals who have earned a Bachelor's Degree.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned mission operations support tasks required to ensure proper operation of assigned system(s) to meet mission/customer requirements. Perform duties per established standard operating procedures and checklists. Provide reporting of all nominal operations activities and accomplishments on a daily basis. Report and coordinate system anomalies with assigned supervisor per standard procedures and timelines. Demonstrate proficiency to perform assigned tasks on regular basis during operational evaluations.

Operations Specialist

Education: High School, Specialized training on systems of similar technology and complexity.

General Experience: This position requires a minimum of eight years of experience supporting operations of similar systems. Over six years of experience is required for individuals with an Associate's Degree in an engineering or related technical field. Individuals who have attained a B.S degree in engineering or a technical field must have over three years of experience supporting operations of similar systems. No experience is required of individuals who have earned a Master's Degree.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned mission operations support tasks required to ensure proper operation of assigned system(s) to meet mission/customer requirements. Perform duties per established standard operating procedures and checklists. Provide reporting of all nominal operations activities and accomplishments on a daily basis. Report and coordinate system anomalies with assigned supervisor per standard procedures and timelines. Support troubleshooting and restoral activities for identified operations/systems anomalies. Demonstrate proficiency to perform assigned tasks on regular basis during operational evaluations. Responsible for on console performance of assigned junior staff.

Senior Operations Specialist

Education: High School, Specialized training on systems of similar technology and complexity.

General Experience: This position requires thirteen years of experience supporting operations of similar systems. Eleven years of experience is required for individuals with an Associate's Degree in an engineering or related technical field. Individuals who have attained a B.S degree in engineering or a technical field must have eight years of experience supporting operations of similar systems. Five years of experience is required of individuals who have earned a Master's Degree. One year of experience is required for an individual with who has earned a P.H.D..

Specialized Experience: This position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned mission operations support tasks required to ensure proper operation of assigned system(s) to meet mission/customer requirements. Perform duties per established standard operating procedures and checklists. Provide reporting of all nominal operations activities and accomplishments on a daily basis. Report and coordinate system anomalies with assigned supervisor per standard procedures and timelines. Support troubleshooting and restoral activities for identified operations/systems anomalies. Demonstrate proficiency to perform assigned tasks on regular basis during operational evaluations. Develop or aid in definition of standard operating procedures and checklists. Support or conduct training and/or evaluation of assigned operations staff. Act as management representative to customer and to assigned shift staff.

Associate Acquisition Specialist

Education: High School, Specialized training on government acquisition processes.

General Experience: This position requires a minimum of five years of experience supporting acquisition of similar systems. Three years of experience is required for individuals with an Associate's Degree. No experience is required of individuals who have earned a Bachelor's Degree.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in supporting acquisition tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned acquisition support tasks required to ensure compliance with customer specific and appropriate government acquisition processes. Develop or support development of required acquisition standard documentation and reports.

Acquisition Specialist

Education: High School, Specialized training on government acquisition processes.

General Experience: This position requires over eight years of experience supporting acquisition of similar systems. Over six years of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S/B.A. degree in engineering or a technical field must have over three years of experience supporting acquisition of similar systems. No experience is required of individuals who have earned a Master's Degree.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in supporting acquisition tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned acquisition support tasks required to ensure compliance with customer specific and appropriate government acquisition processes. Develop or support development of required acquisition standard documentation and reports. Lead small groups in development of required acquisition standard documentation and reports. Provide recommendations/advice to customer and coworkers on acquisition products and issues.

Senior Acquisition Specialist

Education: High School, Specialized training on government acquisition processes.

General Experience: This position requires thirteen years of experience supporting acquisition of similar systems. Eleven years of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S /B.A. must have eight years of experience supporting acquisition of similar systems. Five years of experience is required of individuals who have earned a Master's Degree. One year of experience is required for an individual with who has earned a P.H.D..

Specialized Experience: This position requires demonstrated experience in supporting acquisition tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned acquisition support tasks required to ensure compliance with customer specific and appropriate government acquisition processes. Develop or support development of required acquisition standard documentation and reports. Lead teams in development of required acquisition standard documentation and reports. Provide

recommendations/advice to customer and coworkers on acquisition products and issues. Mentor junior customer staff and coworkers in acquisition processes, tools and products.

Principal Acquisition Specialist

Education: High School, Specialized training on government acquisition processes.

General Experience: This position requires eighteen years of experience supporting acquisition of similar systems. Sixteen years of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S /B.A. must have thirteen years of experience supporting acquisition of similar systems. Ten years of experience is required of individuals who have earned a Master's Degree. Six years of experience is required for an individual with who has earned a P.H.D..

Specialized Experience: This position requires demonstrated experience in supporting acquisition tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned acquisition support tasks required to ensure compliance with customer specific and appropriate government acquisition processes. Develop or support development of required acquisition strategies, standard documentation, processes, tools, and reports. Lead teams in development of required acquisition standard documentation and reports. Lead integration and development of multiple acquisition documents and processes. Provide recommendations/advice to customer and coworkers on acquisition products and issues. Mentor customer staff and coworkers in acquisition processes, tools and products.

Corporate Acquisition Specialist

Education: High School, Specialized training on government acquisition processes.

General Experience: This position requires twenty three years of experience supporting acquisition of similar systems. Twenty one years of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S /B.A. must have eighteen years of experience supporting acquisition of similar systems. fifteen years of experience is required of individuals who have earned a Master's Degree. Eleven years of experience is required for an individual with who has earned a P.H.D..

Specialized Experience: This position requires demonstrated experience in supporting acquisition tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Perform assigned acquisition support tasks required to ensure compliance with customer specific and appropriate government acquisition processes. Develop or support development of program or enterprise-wide required acquisition strategies, standard documentation, processes, tools, and reports. Provide cross organizational leadership in development of required acquisition standard documentation and reports. Lead integration and development of program or enterprise-wide acquisition documents and processes. Provide recommendations/advice to senior customer sand coworkers on acquisition strategies, products and issues. Mentor senior customer staff and coworkers in acquisition strategies, processes, tools and products.

Software Engineer

Education: B.S. in computer science or other technical field

General Experience: This position requires a minimum of three years of software development experience. No experience is required for individuals with an computer science or technical Master's Degree.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on software of similar complexity.

Duties: Develops assigned software code that meets defined requirements using defined processes and tools per defined development schedules. Conducts/assists in software testing. Submits documentation and other artifacts required to meet corporate CMMI and quality requirements.

Senior Software Engineer

Education: B.S. in computer science or other technical field

General Experience: This position requires a minimum of eight years of software development experience. Five years of experience is required for individuals with a computer science or technical Master's Degree. No experience is required for individuals who have earned a P.H.D. in computer science or other technical field.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on software of similar complexity.

Duties: Develops assigned software code that meets defined requirements using defined processes and tools per defined development schedules. Defines solutions to complex software development challenges. Develops or supports development of requirements and interfaces for assigned code elements. Conducts/assists in software testing. Submits documentation and other artifacts required to meet corporate CMMI and quality requirements. Mentors junior software engineering staff.

Principal Software Engineer

Education: B.S. in computer science or other technical field

General Experience: This position requires a minimum of thirteen years of software development experience. Ten years of experience is required for individuals with a Computer Science or technical Master's Degree. Six years of experience is required for individuals who have earned a P.H.D. in Computer Science or other technical field.

Specialized Experience: This position requires demonstrated experience in performing tasks similar to the specific requirements of the position on software of similar complexity.

Duties: Develops assigned software code that meets defined requirements using defined processes and tools per defined development schedules. Defines solutions to complex software development challenges. Develops or supports development of schedules, requirements and interfaces across multiple code elements. Defines or helps define software architectures and approaches across a software tool or product. Leads assigned team in development of software to meet standards, interfaces and schedule requirements. Leads/Conducts/assists in software testing. Submits documentation and other artifacts required to meet corporate CMMI and quality requirements. Mentors junior software engineering staff.

Manager

Education: High School

General Experience: This position requires a minimum of one year of experience managing a team and/or a project/program/task/contract.

Specialized Experience: This position requires demonstrated experience in managing efforts similar to the specific requirements of the position on projects/programs/tasks/contracts of similar size and complexity.

Duties: Leads team of up to five personnel to meet project/program/task/contract customer requirements. Responsible for performance of all individuals assigned to project/program/task/contract. Responsible for meeting all customer technical, cost and schedule requirements and LinQuest quality requirements for assigned project/program/task/contract. Defines and implements tailored program management and quality processes and artifacts for assigned project/program/task/contract. Measures and reports activity and performance for assigned project/program/task/contract to customer and LinQuest management. Interfaces with customer counterparts with respect to project/program/task/contract requirements and performance.

Senior Manager

Education: High School

General Experience: This position requires a minimum of fifteen years of experience managing a team and/or a project/program/task/contract.

Specialized Experience: This position requires demonstrated experience in managing efforts similar to the specific requirements of the position on projects/programs/tasks/contracts of similar size and complexity.

Duties: Leads team of over five personnel to meet project/program/task/contract customer requirements. Responsible for performance of all individuals assigned to project/program/task/contract. Responsible for meeting all customer technical, cost and schedule requirements and LinQuest quality requirements for assigned project/program/task/contract. Defines and implements tailored program management and quality processes and artifacts for assigned project/program/task/contract. Measures and reports activity and performance for assigned project/program/task/contract to customer and LinQuest management. Interfaces with customer counterparts with respect to project/program/task/contract requirements and performance.

Program Manager

Education: B.A. or B.S. Degree

General Experience: This position requires a minimum of fifteen years of experience managing a team and/or a project/program/task/contract.

Specialized Experience: This position requires demonstrated experience in managing efforts similar to the specific requirements of the position on projects/programs/tasks/contracts of similar size and complexity.

Duties: Leads team of ten or more personnel to meet project/program/task/contract customer requirements. Responsible for performance of all individuals assigned to project/program/task/contract. Responsible for meeting all customer technical, cost and schedule requirements and LinQuest quality requirements for assigned project/program/task/contract. Defines and implements tailored program management and quality processes and artifacts for assigned project/program/task/contract. Measures and reports activity and performance for assigned project/program/task/contract to customer and LinQuest management. Interfaces with customer counterparts with respect to project/program/task/contract requirements and performance.

Director

Education: B.A or B.S Degree

General Experience: This position requires a minimum of fifteen years of experience managing a team and/or a project/program/task/contract.

Specialized Experience: This position requires demonstrated experience in managing efforts similar to the specific requirements of the position on projects/programs/tasks/contracts of similar size and complexity.

Duties: Manages multiple projects/programs/tasks/contracts to meet customer requirements. Responsible for performance of all individuals assigned to assigned projects/programs/tasks/contracts. Responsible for meeting all customer technical, cost and schedule requirements and LinQuest quality requirements for assigned project/program/task/contract. Ensures definition and implementation of tailored program management and quality processes and artifacts for assigned project/program/task/contract. Measures and reports activity and performance for assigned project/program/task/contract to customer and LinQuest management. Interfaces with customer counterparts with respect to project/program/task/contract requirements and performance.

Administrative Specialist

Education: High School

General Experience: This position requires a minimum of three years of experience performing general administrative tasks. One year of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S/B.A. require no prior administrative experience.

Specialized Experience: This position requires demonstrated experience with Microsoft office wordprocessing, presentation, and spreadsheet applications.

Duties: Perform assigned administrative tasks such as word processing, spreadsheet development and update, developing and editing briefing materials, filing/storing of documents. May be assigned specific office administrative functions or processes.

Administrator

Education: High School

General Experience: This position requires a minimum of five years of experience performing general administrative tasks. Three years of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S/B.A. degree require no prior administrative experience.

Specialized Experience: This position requires demonstrated experience with Microsoft office wordprocessing, presentation, and spreadsheet applications. Where administrative experience is required, the individual must have experience supporting similar tasks in an office environment of similar complexity. May require specialized expertise in areas such as security or configuration management.

Duties: Perform assigned administrative tasks such as word processing, spreadsheet development and update, developing and editing briefing materials, filing/storing of documents. Perform and report specific office administrative functions or processes. May include specialized duties to include duties related to security or configuration management. Tasks may include definition and implementation of administrative processes.

Senior Administrator**Education:** High School**General Experience:** This position requires a minimum of nineteen years of experience performing general administrative tasks. Sixteen years of experience is required for individuals with an Associate's Degree. Individuals who have attained a B.S/B.A. degree require thirteen years of administrative experience. Individuals who have attained a Masters degree require ten years of prior administrative experience.**Specialized Experience:** This position requires demonstrated experience with Microsoft office wordprocessing, presentation, and spreadsheet applications. The individual must have experience supporting similar tasks in an office environment of similar complexity. Requires specialized expertise in areas such as security or configuration management.**Duties:** Perform assigned administrative tasks such as word processing, spreadsheet development and update, developing and editing briefing materials, filing/storing of documents. Perform and report specific office administrative functions or processes. Duties include specialized duties such as duties related to security, quality, or configuration management. Tasks may include definition and implementation of administrative and program/contract/task order processes.**Finance Associate****Education:** B.A. or B.S.**General Experience:** Personnel in this position will be new personnel who do not have any previous experience in their job specialty. A Bachelors degree in Finance, Accounting, Business, Economics or other relevant field is preferred.**Specialized Experience:** No specialized experience is required.**Duties:** Provides general program finance support, such as researching and generating financial reports from accounting systems, organizing databases and reconciling internal accounts. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Typically reports to a supervisor or manager. Personnel in this category are expected to gain enough on-the-job training to move into the Finance Administrator category within 1 year.**Finance Administrator****Education:** B.A. or B.S.**General Experience:** This position requires two to six years of experience in the program finance area. A Bachelors degree in Finance, Accounting, Business, Economics or other relevant field counts as two years of experience, and a Masters degree in those areas counts as 4 years of experience.**Specialized Experience:** When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.**Duties:** Provides general program finance support, such as researching and generating financial reports from accounting systems. Identifies trends and developments in competitive environments and presents findings to senior management. Performs financial forecasting and reconciliation of internal accounts with ability to complete and adjust existing financial models for analysis. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and

accomplish goals. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

Senior Finance Administrator

Education: B.A. or B.S.

General Experience: This position requires six to twelve years of experience in the program finance area. A Bachelors degree in Finance, Accounting, Business, Economics or other relevant field counts as two years of experience, and a Masters degree in those areas counts as 4 years of experience.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Provides general program finance support, such as research and generating financial reports from accounting systems, and applies diversified knowledge, creativity and judgment in solving problems. Identifies trends and developments in competitive environments and presents findings to senior management. Performs financial forecasting and reconciliation of internal accounts. Lead sophisticated finance projects and build financial models to address any given need for the program and make critical recommendations. May provide guidance to Finance Administrator and Specialist.

Finance Manager

Education: B.A. or B.S.

General Experience: This position requires ten or more years of experience in the program finance area. A Bachelors degree in Finance, Accounting, Business, Economics or other relevant field counts as two years of experience, and a Masters degree in those areas counts as 4 years of experience.

Specialized Experience: When prior experience is required, this position requires demonstrated experience in performing tasks similar to the specific requirements of the position on systems of similar complexity.

Duties: Support programs and provide guidance as the subject matter expert in the area of financial program management. Have demonstrated experience in project management and team leadership. Leads lower level finance staff on complex projects and be responsible for making critical decisions for programs. Holds comprehensive knowledge of applicable regulations, as well as the needs of the external and internal customer.

Functional Expert Consultant, Level IV

Education: B.A. or B.S. degree

General Experience: N/A

Specialized Experience: This position requires 10 years of experience in one or more of the following areas: end-to-end communications system design; digital satellite communication waveform; communications protocols; requirements analysis, development and decomposition; RF antenna design; satellite payload router design; digital networks; modeling and simulation; laser communications; information assurance.

Duties: Provides task unique functional expertise necessary to interpret requirements, ensure responsiveness and achieve successful performance. May include subject matter

and unique technical knowledge. Assists engineering consultants with the analysis, evaluation and implementation of systems and other engineering tasks.

Functional Expert Consultant, Level III

Education: B.A. or B.S. degree

General Experience: N/A

Specialized Experience: This position requires 5 to 10 years of experience in one or more of the following areas: end-to-end communications system design; digital satellite communication waveform; communications protocols; requirements analysis, development and decomposition; RF antenna design; satellite payload router design; digital networks; modeling and simulation; laser communications; information assurance.

Duties: Provides task unique functional expertise necessary to interpret requirements, ensure responsiveness and achieve successful performance. May include subject matter and unique technical knowledge. Assists engineering consultants with the analysis, evaluation and implementation of systems and other engineering tasks.

Advanced Technology Program Manager

Education: B.A. or B.S. degree.

General Experience: Must have 10 years of experience, including at least 8 years of engineering and/or systems engineering management experience.

Specialized Experience: At least 6 years of direct supervision of engineering, integration, analysis projects, and/or telecommunications systems and at least 2 years of experience directing new technology and research and development (R&D)-based programs. Must be capable of leading projects using advanced technologies that involve the successful management of teams composed of engineer and other technical management professionals who have been involved in analysis, design, integration, testing, documenting, converting, extending, and implementing high technology systems. Must have proven skills that are specified in the delivery order to be managed.

Duties: Performs day-to-day management of overall contract support operations, involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. Must be capable of negotiating and making binding decisions for the company.

Subject Matter Expert, Level IV

Education: B.S in engineering or related technical field.

General Experience: Must have greater than twenty years of experience in an engineering field.

Specialized Experience: At least 20 years of experience in an engineering field directly related to the required area of specialized domain expertise such as: launch systems, satellite communications systems, GPS systems, information assurance and sensor systems .

Duties: Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development and implementation for complex systems in the subject matter area. Makes recommendations and advised on organization or

enterprise-wide system improvements, requirements, systems design, optimization, or sustainment efforts in one or more specialized areas.

Subject Matter Expert, Level III

Education: B.A. or B.S. degree.

General Experience: Must have 15 years of experience in an engineering field.

Specialized Experience: At least 10 years of combined new and related older technical experience in the engineering field directly related to the required area of expertise such as: information systems design; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software development; life-cycle management; software development methodologies; modeling and simulation; laser communications; information assurance.

Duties: Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development and implementation for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide system improvements, requirements, systems design, optimization or maintenance efforts in one or more of the specialized areas.

Subject Matter Expert, Level II

Education: B.A. or B.S. degree.

General Experience: Must have 12 years of experience in an engineering field.

Specialized Experience: At least 8 years of combined new and related older technical experience in the engineering field directly related to the required area of expertise such as: information systems design; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software development; life-cycle management; software development methodologies; modeling and simulation; laser communications; information assurance.

Duties: Defines the problems and analyzes and develops plans and requirements in the subject matter area for moderately complex to complex systems. Coordinates and manages the preparation of analysis, requirements, systems design, evaluations, and recommendations for proper implementation of programs and systems specifications in one or more of the specialized areas.

Engineering Senior Associate

Education: B.A. or B.S.

General Experience: N/A

Specialized Experience: Must have 6 years of expertise in one or more of the following areas: end-to-end systems engineering, digital communications component design, requirements analysis and development, communications modeling and simulation, software development, or communications systems operation.

Duties: Develops, plans, organizes and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on own or other assignments.

Advanced Technology Task Leader

Education: B.A. or B.S. degree.

General Experience: Must have 3 years of progressive working experience as an engineer or an engineer systems analyst, including at least one project involving satellite communications or equivalent leading-edge technology.

Specialized Experience: At least 1 year of systems engineering development experience with an advanced technology such as digital satellite communications.

Duties: Must be knowledgeable in performing requirements analysis. Must be able to present systems engineering analyses for user approval at formal reviews. Must be capable of performing configuration management, software integration, and interpretation of software test results, as well as recommending solutions for unsatisfactory test results. Must be knowledgeable in life-cycle support, including maintenance, administration, and management. Must be able to provide solutions to identified engineering problem reports.

Advanced Technology Senior Engineer

Education: B.A. or B.S. degree or 5 years of equivalent experience in a related field.

General Experience: Must have 3 years of engineering experience in at least two of the following disciplines: systems analysis, systems engineering, systems operations, application programming, and equipment analysis.

Specialized Experience: At least 1 year of experience in digital satellite communications systems.

Duties: Must be knowledgeable in implementing systems engineering in a phased approach of requirements analysis through testing. Must be knowledgeable in performing system requirements analysis. Must be able to present systems engineering analyses for user approval at formal reviews. Must be capable of performing configuration management, software integration, and interpretation of software test results. Must be knowledgeable in life-cycle support, including maintenance, administration, and management. Must be able to provide solutions to identified engineering problem reports.

Advanced Technology Engineer

Education: B.A. or B.S. degree or 3 years of equivalent experience in a related field.

General Experience: Must have 2 years of engineering experience in at least two of the following disciplines: systems analysis, systems engineering, systems operations, application programming, and equipment analysis.

Specialized Experience: At least 1 year of engineering experience using advanced technologies, such as digital satellite communications.

Duties: Must be able to perform various systems engineering activities such as requirements development, communications systems analysis, and system test.

Senior Training Specialist/Instructor

Education: B.A. or B.S. degree.

General Experience: Must have 6 years of experience in engineering system development, training, or related fields.

Specialized Experience: At least 3 years of experience in developing and providing end user training.

Duties: Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Prepares all instructor materials (training

software, course outline, background material, and training aids). Prepares all student materials (training software, course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars.

Administrative/Clerical, Level II

Education: No degree required.

General Experience: N/A.

Specialized Experience: Must have 3 years of experience in the administrative/clerical field.

Duties: Provides general-purpose administrative and clerical support for project tasks. May include secretarial, word-processing, graphics, desktop publishing, editing and coordination.

Degree/Experience Equivalency

The labor category definitions in our Schedule describe the functional responsibilities and education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of typical personnel in each labor category.

Education and experience may be substituted for each other. Each year of relevant experience may be substituted as indicated below unless otherwise noted in the labor category descriptions.

<u>Degree</u>	<u>Experience Equivalence</u>
Bachelors	Associate degree + 3 years experience or 5 years experience
Masters	Bachelors + 3 years experience, or Associates + 6 years experience
Doctorate	Masters + 4 years experience, or Bachelors + 7 years experience

Further, both parties recognize that on occasion there may be a need to waive the requirements in order to utilize the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the Task Order contracting officer or contracting officer technical representative. Should the waiver be included in our proposal, award of said proposal shall be deemed a grant of the waiver.

**GSA MOBIS SCHEDULE
LINQUEST SITE RATES (Including IFF)**

**SINs 874-1 Consulting Services (R499),
874-2 Facilitation Service (R499),
874-4 Training Services: Instructor Led, Web Based & Education Courses, Course Dev and Test Admin (U009),
874-6 Acquisition Management Support (R707) &
874-7 Program and Project Management Services (R499)**

No.	Labor Category	Base Period, Year 1 (01/26/11 - 01/25/12)	Base Period, Year 2 (01/26/12 - 01/25/13)	Base Period, Year 3 (01/26/13- 01/25/14)	Base Period, Year 4 (01/26/14 - 01/25/15)	Base Period, Year 5 (01/26/15 - 01/25/16)
1	Engineer	\$124.30	\$128.25	\$132.33	\$136.54	\$140.88
2	Senior Engineer	\$161.56	\$166.70	\$172.00	\$177.47	\$183.11
3	Principal Engineer	\$206.90	\$213.48	\$220.27	\$227.27	\$234.50
4	Corporate Engineer	\$237.21	\$244.75	\$252.53	\$260.56	\$268.85
5	Associate Operations Specialist	\$93.13	\$96.09	\$99.15	\$102.30	\$105.55
6	Operations Specialist	\$103.05	\$106.33	\$109.71	\$113.20	\$116.80
7	Senior Operations Specialist	\$117.42	\$121.15	\$125.00	\$128.98	\$133.08
8	Associate Acquisition Specialist	\$72.29	\$74.59	\$76.96	\$79.41	\$81.94
9	Acquisition Specialist	\$79.00	\$81.51	\$84.10	\$86.77	\$89.53
10	Senior Acquisition Specialist	\$147.05	\$151.73	\$156.56	\$161.54	\$166.68
11	Principal Acquisition Specialist	\$171.05	\$176.49	\$182.10	\$187.89	\$193.86
12	Corporate Acquisition Specialist	\$248.17	\$256.06	\$264.20	\$272.60	\$281.27
13	Software Engineer	\$104.26	\$107.58	\$111.00	\$114.53	\$118.17
14	Senior Software Engineer	\$146.21	\$150.86	\$155.66	\$160.61	\$165.72
15	Principal Software Engineer	\$178.09	\$183.75	\$189.59	\$195.62	\$201.84
16	Administrative Specialist	\$45.01	\$46.44	\$47.92	\$49.44	\$51.01
17	Administrator	\$58.93	\$60.80	\$62.73	\$64.72	\$66.78
18	Senior Administrator	\$73.02	\$75.34	\$77.74	\$80.21	\$82.76
19	Manager	\$192.37	\$198.49	\$204.80	\$211.31	\$218.03
20	Senior Manager	\$220.68	\$227.70	\$234.94	\$242.41	\$250.12
21	Program Manager	\$241.43	\$249.11	\$257.03	\$265.20	\$273.63
22	Director	\$249.36	\$257.29	\$265.47	\$273.91	\$282.62
23	Subject Matter Expert IV	\$292.26	\$301.55	\$311.14	\$321.03	\$331.24
24	Finance Associate	\$59.10	\$60.98	\$62.92	\$64.92	\$66.98
25	Finance Administrator	\$94.70	\$97.71	\$100.82	\$104.03	\$107.34
26	Senior Finance Administrator	\$123.27	\$127.19	\$131.23	\$135.40	\$139.71
27	Finance Manager	\$146.93	\$151.60	\$156.42	\$161.39	\$166.52
28	Functional Expert Consultant -- Level IV	\$364.76	\$376.36	\$388.33	\$400.68	\$413.42
29	Functional Expert Consultant -- Level III	\$294.64	\$304.01	\$313.68	\$323.66	\$333.95
30	Advanced Technology Program Manager	\$233.12	\$240.53	\$248.18	\$256.07	\$264.21
31	Subject Matter Expert, Level III	\$223.44	\$230.55	\$237.88	\$245.44	\$253.24
32	Subject Matter Expert, Level II	\$195.66	\$201.88	\$208.30	\$214.92	\$221.75
33	Engineering Senior Associate	\$165.47	\$170.73	\$176.16	\$181.76	\$187.54
34	Advanced Technology Task Leader	\$143.72	\$148.29	\$153.01	\$157.88	\$162.90
35	Adv. Technology Senior Engineer	\$119.56	\$123.36	\$127.28	\$131.33	\$135.51
36	Adv. Technology Engineer	\$103.87	\$107.17	\$110.58	\$114.10	\$117.73
37	Senior Training Specialist/Instructor	\$88.17	\$90.97	\$93.86	\$96.84	\$99.92
38	Administrative/Clerical Level II	\$70.05	\$72.28	\$74.58	\$76.95	\$79.40